



Eligible Educator

School Supply tax Credit Form

Educators should complete one form for each school they taught at and incurred the expenses for in a given calendar year.

Calendar year: _____ Name of Educator: _____

School: _____ Principal: _____

Please note: All original receipts must be attached. The credit is to be claimed on the educator’s personal income tax return. The completed form and receipts **DO NOT** have to be included with the tax return, but educators should keep them in case the Canada Customs and Revenue Agency (CRA) asks to see them. Records must be retained in accordance with CRA guidelines.

Record of Expenses			
Date purchased DD/MM/YY	Supplier	Description of Item	Cost
Total:			

The maximum eligible expense claim is \$1,000 worth of supplies per calendar year. Educators need not list supplies purchased after the total value has surpassed \$1,000.

We certify that the above items were purchased for use in the classroom for the purpose of teaching and learning where no reimbursement or allowance was or will be received.

Teacher’s signature

Principal’s signature

Date: _____

Date: _____